

Project Progress Report

Project Name: The Allotment System

Reporting Period: From: 10/1/2005 To: 10/31/2005

Audience:

Schedule Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = project is on-time; Yellow = project is 10% behind schedule; Red = project is more than 10% behind schedule or a significant risk has arisen that could cause failure of the project)

Budget Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = project is on-budget; Yellow = project is 10% over budget; Red = project is more than 10% over budget or a significant risk has arisen that could cause failure of the project)

Risk Status: ☐ **GREEN** ☐ **YELLOW** ☒ **RED**

(Green = no new risks; Yellow = new risks are level 6 or less; Red = new risks are level 9)

Achievements

Expenditure Authority:

Planning:

Requirements:

Design:

Construction:

Deployment:

- Promoted Data Management to Beta QA
- Promoted EA Schedule Phase 2 into Production (October 4, 2005)
- Promoted EAS001-003 Expenditure Authority Schedule for Operating and Capital, EAS011-013 Incremental Changes (adding support for Capital Reappropriations increments), EAS017 Track-Back to Appropriation Bills, and EAS020 Capital Reappropriation Adjustment reports into Production

Testing:

- Completed test case execution of Data Management in Alpha QA, Beta QA, and customer acceptance testing.
- Completed test case execution for EAS018 History of Expenditure Authority for Appropriated Accounts report
- Complete test case development and execution for EAS004-006 Expenditure Authority Schedule By Account reports and EAS019 Allocations report

Allotment Management and Review

Planning:

- Completed a successful project kickoff meeting

- Finalized Risk Management and Issue Management planning documents
- Completed initial draft planning documents (Change Management and Responsibility Assignment Matrix)
- Established the projects first key milestones, which includes (target completion date November 30, 2005):
 - Project charter and plans
 - Finalizing business requirements
 - Finalizing functional requirements for allotment and packet management
 - High level work plan with phases and iterations defined
 - Agency and OFM tools identified in priority order
 - Logical database model (initial draft)
 - Education sessions planned
- Reviewed proof of concept for accessibility with our assistive technologies consultant. The proof of concept was successful, helping us to make quality architectural decisions.
- Determined that TALS – AMR will be developed using a thin client architectural approach
- Conducted an initial risk assessment

Requirements:

- Continue to clarify and work towards a common understanding of the requirements.

Objectives for the next reporting period

Expenditure Authority Phase 2:

Planning:

- Develop maintenance and operations plan for Expenditure Authority

Deployment:

- Promote Data Management to production

Testing:

- Complete customer acceptance testing for the Data Management component

Allotment Management and Review:

Planning:

- Deliver Project Charter to key stakeholders for approval
- Finalize planning documents (Change Management and Responsibility Assignment Matrix)
- Finalizing business requirements

- Finalizing functional requirements for allotment and packet management
- Create a high level work plan with phases and iterations defined
- Identify agency and OFM tools in priority order
- Develop a logical database model (initial draft)
- Conduct education sessions regarding allotments

Requirements:

- Complete a draft Software Requirements Specification including functional requirements

Schedule

Expenditure Authority:

- EAS007a-c Statewide Expenditure Authority Schedule has been pulled from production to be reevaluated.

Allotment Management:

Budget

Risks

Newly discovered or re-arisen, including Risk Severity Indicator

Risk:

The TALS AMR project does not have enough resources to complete all of its objectives by the Spring of 2007.

Mitigation:

Request additional resources as follows:

- Two more Product Managers one to support TALS AMR application development and one to support TALS AMR reports
- Two more Testers one to support TALS AMR report development and one to support BASS maintenance and operations
- One developer to support BASS maintenance and operations

Progress Summary EA

Effort					Cost				Schedule			
Milestone	Original Estimate	Actual To Date	Estimate to Complete	Variance	Original Estimate	Actual To Date	Estimate to Complete	Variance	Original Start Date	Revised Start Date	Original End Date	Revised End Date
Finalized EA Requirements											3/24/2004	
Design	6000 hours								5/3/04	5/23/2004	9/23/2004	10/31/2004
Iteration 1 (Import)	3200 hours								8/11/2004	8/11/2004	11/15/2004	12/30/2004 1/14/2005
Iteration 2 (Schedule Management)	4500 hours								10/18/2004	11/30/2004	1/7/2005	5/2/2005
Iteration 3 (Publish)	4500 hours								12/1/2004	1/10/2005	1/1/2005	4/25/2005
Beta Testing	100 hours									4/22/2005	5/2/2005	5/10/2005 4/27/2005
Release 1 Implementation									4/30/2005	4/27/2005	5/10/2005	4/27/2005
Phase 2									4/27/2005		10/1/2005	

